

**CITY OF SANTA CLARA
HOUSING AND COMMUNITY SERVICES DIVISION**

**NEIGHBORHOOD CONSERVATION AND IMPROVEMENT PROGRAM
HOUSING REHABILITATION LOAN COMMITTEE**

**MINUTES OF MEETING
(SUBJECT TO COMMITTEE APPROVAL)
April 9, 2015 8:00 A.M.**

Committee Members Present: Teresa O'Neill Bianca Placencia
 Ken Wright Carmen Pascual

Staff Present: Sandra Soria, Financial Consultant
 Stephanie Gutowski, Staff Analyst
 Kelvin Malko, Housing Inspector
 Brigitte Fox, Accountant

I. CONSENT CALENDAR

Items listed on the CONSENT CALENDAR are considered routine and will be adopted by one motion. There will be no separate discussion of the items on the CONSENT CALENDAR unless discussion is requested by a member of the Council, staff or public. If so requested, that item will be removed from the CONSENT CALENDAR and considered under CONSENT ITEMS PULLED FOR DISCUSSION.

- A. Minutes from February 12, 2015.
 Motion approved (4-0)

II. ITEMS FOR DISCUSSION

- A. Acceptance of NCIP Budget and Program Status updates.
- B. Water Pump/Conservation Program Discussion

Staff presented information on the proposed Water Conservation Program. Staff is recommending a water pump program. The set up and implementation will be similar to the Bright Home Paint Program. Water pumps will be installed as a grant to homeowners to assist in lowering energy costs and reduce water waste. Staff is also considering granting water saving toilets and shower heads.

Approve the Water Conservation Program concept and direct staff to prepare formal program documents at the July Loan Committee Meeting.
Motion approved (4-0)

C. Update Insurance Requirements Discussion

Staff will send letters out to current NCIP homeowners to remind them to include the NCIP loan valuation into their insurance. Homeowners will now be required to send annual insurance updates.

D. Finucane Countertop Request Discussion

Mr. and Mrs. Finucane has requested granite countertops in their kitchen rehabilitation project. The City normally uses acrylic quartz. Granite imports from China are making granite more affordable. Granite should be tested for gas emmissions.

Approve the use of granite countertops for the Finucanes.

Motion approved (4-0)

III ITEMS FOR ACTION

A. Client Number 10309
Eastwood Cir.

Motion: Approved an amount of \$6,000 plus a 10% contingency for identified work, 3% interest, and twenty year deferred payment. Subject to availability of program funds

Motion approved (4-0)

B. Client Number 10517
Benton St.

Motion: Approved an amount of \$45,000 plus a 10% contingency for identified work, 3% interest, and twenty year deferred payment. Subject to availability of program funds

Motion approved (4-0)

C. Client Number 00923
Amethyst Dr.

Motion: Approved an amount of \$6,000 plus a 10% contingency for identified work, 3% interest, and twenty year deferred payment. Subject to availability of program funds.

Motion approved (4-0)

D. Client Number 10514
Reed St.

Motion: Approved an amount of \$3,000 plus a 10% contingency for identified work, 3% interest, and twenty year deferred payment. Subject to availability of program funds.

Motion approved (4-0)

- E. Client Number 10518
Moraine Dr.

Motion: Approved an amount of \$15,000 plus a 10% contingency for identified work, 3% interest, and twenty year deferred payment. Subject to availability of program funds.
Motion approved (4-0)

- F. Client Number 10510
Flora Vista Ave.

Motion: Approved an amount of \$15,000 plus a 10% contingency for identified work, 3% interest, and twenty year deferred payment. Subject to availability of program funds.
Motion approved (4-0)

- G. Client Number 10497
Halford Ave.

Motion: Approved an amount of \$3,000 plus a 10% contingency for identified work, 3% interest, and twenty year deferred payment. Subject to availability of program funds.
Motion approved (4-0)

- H. Client Number 10510
Flora Vista Ave.

Motion: Approved an amount of \$45,000 plus a 10% contingency for identified work, 3% interest, and twenty year deferred payment. Subject to availability of program funds.
Motion approved (4-0)

VI. OTHER BUSINESS

VII. ADJOURNMENT

Meeting was adjourned to next scheduled meeting on July 9, 2014 at 8:00 AM.